

# ONBASE UPDATE FOR TAC

December 4, 2015

# ONBASE 15 UPGRADE PROGRESS

AOC CDR 15 SP1 upgrade done October 23

Upgrades require change to DTM destination IP address & name

AOC change to SSL requires new DTM subscription + network route

Done: Apache, Yavapai, Navajo

Testing underway: Mohave, La Paz

Upgrade dates scheduled: La Paz, Mohave

Remaining courts in January – DataBank reaching out now

AOC Statewide OnBase System upgrade sched for Feb 5 - 8

# SOME WARNINGS

Duplicate docStorageIDs in local systems must be cleaned up since CCI looks up by DocStorID, not DocHandle

Metadata changes in AJACS not picked up during DTM outage

Monitoring is Windows services is important on local end

eBench will drive loading of bulk documents and turn-on of day-forward DTM

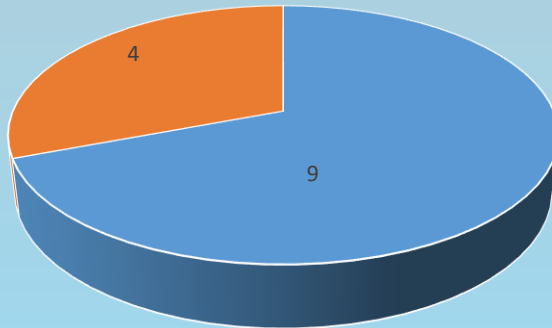
OnBase Desktop goes away at Version 17, requiring client licenses for direct lookup outside of CMS (GJs) and entirely new integration strategy using Unity and/or AppEnabler (LJs)

AOC investigating real-time scanning on statewide OB system w/ Unity client to replace disconnected scanning

Price increase likely on all clients, PDI, disconnected scanning, and app enabler at contract renewal 8/17

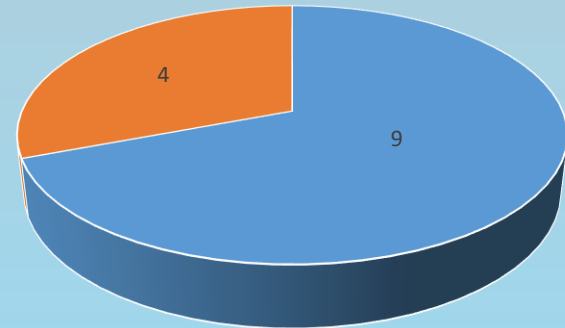
# DTM SUBSCRIPTION PROGRESS

Day-Forward Docs in CDR



■ Completed. Courts ■ Remaining Courts

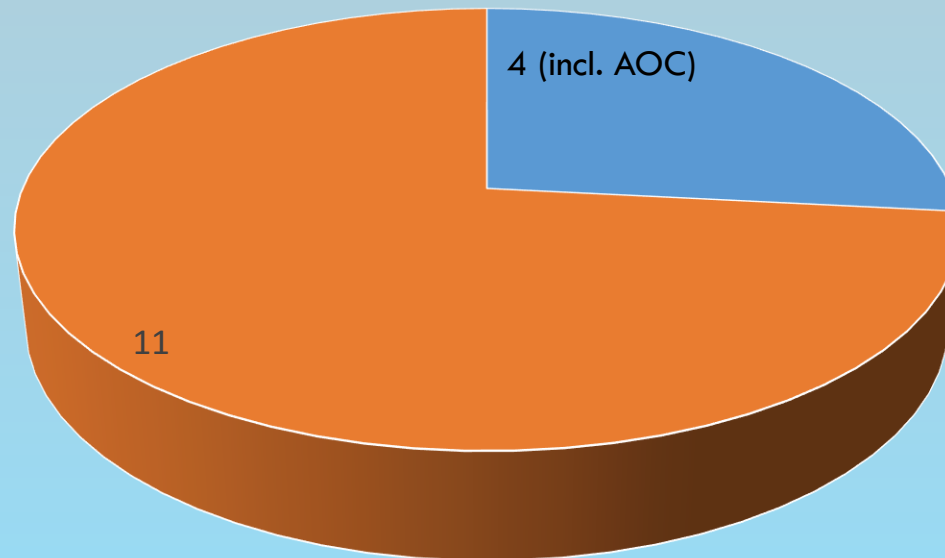
Historical Docs in CDR



■ Completed. Courts ■ Remaining Courts

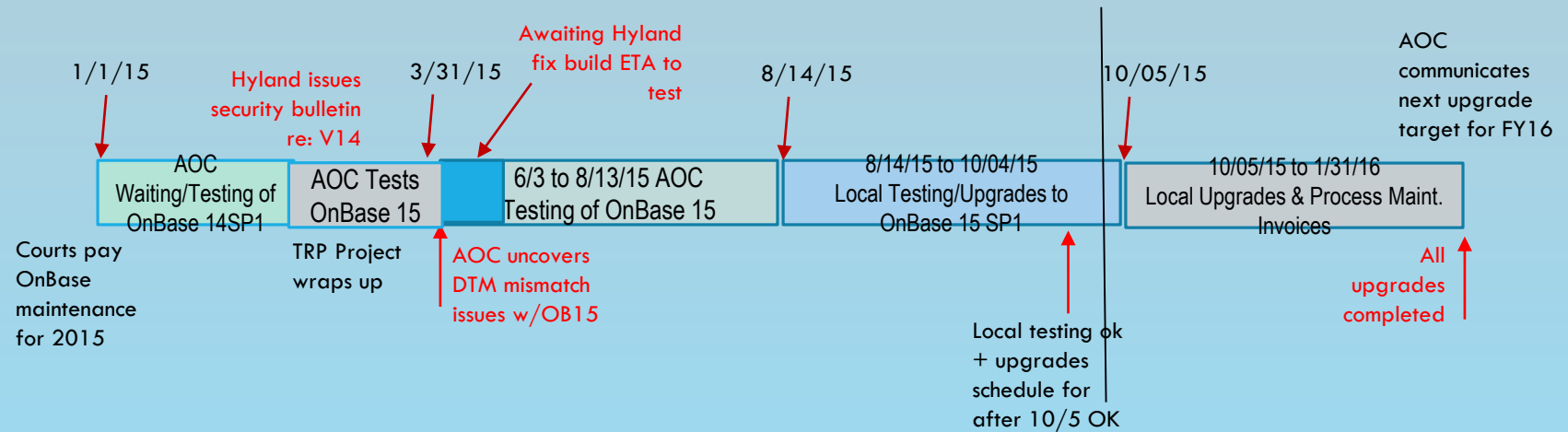
# ONBASE 15 UPGRADE PROGRESS

OnBase 15 Upgrade Progress



Completed Systems Remaining Systems

# Arizona Courts' OnBase 15 SP1 Transition Timeline



# SCANNING STANDARDS OUTSIDE ONBASE

Stems from Pinal technique harnessing AJACS finalize with Unity integration rather than barcode sheet with Prod Doc Imaging

- Other GJs and now LJs are getting into the game as adopt AJACS

Native scanner software all has different defaults and user-altered settings that ultimately affect sizes of image files created locally

Giant file sizes affect C2C timeout and DTM speed; cause failures and unnecessary storage space usage on both ends

AOC proposed Pinal's local guidelines; TAC found error

AOC reworked; researched Windows software settings to enforce

Eric communicated need to GJ clerks; TAC asked for time to do so, too

Send to COT and Clerks' Association requesting approval as behavioral std

Use for training of all LJ AJACS clerks as they convert from AZTEC

# THE SPECIFICS

## TIFF OR PDF

DESCRIPTION	REQUIREMENTS
Clean, high contrast documents with smallest character of 1.0 mm or larger, text only, and any documents containing handwritten notes/markings	MAXIMUM 300 DPI BITONAL (B&W), TIFF OR PDF/A Use CCITT Group 4 compression Zero degrees rotation
When imprinting feature on scanner is used	Offset of 8.75 inches, text string including initials of scan clerk, digital endorser off, adjust ink cartridge setting to between B5 and A4 tab on right side of machine

## OVERSIZE DOCUMENTS, PHOTOS, EXHIBITS

DESCRIPTION	REQUIREMENTS
Half-tone illustrations, photographs, documents and items where <u>color</u> is vital to accurate representation –OR– Low contrast documents or items having low legibility in the original	Use native scanner software, max 600 dpi greyscale or 24-bit color, select highest compression setting that provides sufficient quality, save as PDF or TIFF (for Randy)

AOC attempt to lock down with Windows Fax & Scan S/W ineffective